

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Email Address]
[Your Phone Number]
[Date]
[Employer's Name]
[Facility's Name]
[Facility's Address]
[City, State, Zip Code]

Dear [Employer's Name],

I am writing to express my interest in the Certified Nursing Assistant (CNA) position at [Facility's Name] as advertised [mention where you found the job listing]. Although I do not have direct experience in the field, I am passionate about providing compassionate care and am eager to start my career in healthcare.

My background includes [mention any relevant education or certifications, e.g., CPR/First Aid certification, CNA training program], which has equipped me with essential skills in patient care, communication, and teamwork. I am a quick learner, motivated, and committed to making a positive impact in the lives of patients.

I am particularly drawn to [Facility's Name] because [mention any specific details about the facility that appeals to you, such as values, reputation, or specific programs]. I believe I would thrive in your environment and contribute positively to your team.

Thank you for considering my application. I look forward to the opportunity to discuss how I can contribute to your facility and support the needs of your patients.

Sincerely,
[Your Name]